



Plan Commission Minutes
April 4, 2022 at 7:00 p.m.
City Hall Council Chambers

Commission Members Present: Christopherson, Granlund, Obaid, Seymour, Wolfgram, Helgeson, Gragert, and Brandvold

Staff Members Present: Petrie, Wittwer, Allen

1. Call to Order – Chairperson Granlund called the Plan Commission meeting to order at 7:00 p.m.
2. Roll Call – Chairperson Granlund called the roll for the meeting. Commissioners Granlund, Gragert, Seymour, Helgeson, Wolfgram, Obaid, Brandvold and Christopherson.
3. Commissioner Seymour moved to approve the March 14th minutes. Commissioner Wolfgram seconded and the motion carried.
4. Open public comment period for items that do not appear on this agenda noted as public hearings. None.
5. Final Plat (P-1-22) – Cliff Properties West
Mr. Allen presented a request to recommend approval of a final plat for Cliff Properties West located in the Town of Washington. This preliminary plat is consistent with the final plat for proposed 14 single family lots and this is located outside of the sewer service area. This will be considered by the Council at their meeting on April 12th.

No one spoke of the agenda item.

Commissioner Helgeson moved to recommend approval of the final plat. Seconded by Gragert and the motion carried.

6. Preliminary Plat (P-5-22) – Boyd School Condominium Homes 1st Amendment
Chairperson Granlund abstained from this agenda item.

Mr. Allen presented a request to recommend approval of a final condo plat located at 1105 Main Street for Boyd School Condominium 1st Amendment. The condo plat shows the patio area are part of the appropriate unit. This will be considered at the Council meeting on April 12th.

James Foust, 1105 Main Street, owner of three units within the condo building noted that each unit will have the patios added to their individual unit. He noted after trying to sell a unit, that the title company thought the patio issue should be resolved to which this condo plat achieves.

Commissioner Helgeson moved to recommend approval of the final condo plat. Commissioner Obaid seconded and the motion carried.

7. Utility Easements
Mr. Wittwer presented a request to consider a variety of easements throughout the city. TDS telecom will be the provider of the easement for the ten different located throughout the City. The easements are approximately 15 feet by 15 feet with a cabinet located within the easement. This will be considered at the Council meeting on April 12th.

No one spoke to the agenda item.

Commissioner Helgeson moved to recommend approval of the utility easements. Commissioner Seymour seconded and motion carried.

8. Site Plan (SP-2208) – Addition to Club’s Choice Fundraising

Mr. Petrie presented a site plan request for an addition for the Club’s Choice Fundraising located at 3421 Truax Court. The proposed site plan shows an approximately 44,560 square foot addition to the north side of the existing building. The addition is for production and storage areas.

Christian Peterson with Cedar Falls Building Systems. Inc. noted the existing gravel will be smaller than current. He noted the client would prefer to keep the gravel on the site.

Commissioner Seymour moved to approve the site plan with staff recommendations. Commissioner Gragert seconded and the motion carried.

9. Discussion – Short Term Rentals

Mr. Allen presented a discussion item the current ordinance for short term rentals in regards with the conditional use permit standards. He noted the existing short-term rentals within the community. The next step in the process is to host an ordinance update in the future.

The commission held a short discussion regarding short term rentals about future steps, the history and what should be considered for the new ordinance.

10. Future Agenda Items and Announcements – None.

11. The meeting adjourned at 8:15 p.m.



Zina Obaid, Secretary